

**WARRANT
ANNUAL TOWN MEETING
HARPSWELL, MAINE
MARCH 13, 2004**

Cumberland, s.s.

State of Maine

To any Constable or Resident of the Town of Harpswell:

You are hereby required in the name of the State of Maine to notify and warn the inhabitants of the Town of Harpswell qualified to vote in Town affairs to assemble at Harpswell Islands School, Route 24, Harpswell, Maine on Saturday the thirteenth day of March, 2004 at 9 o'clock in the forenoon of said day to act on Articles 1 through 2.

The business meeting to act on Article 3 and others that follow will begin at twelve noon.

Art. 1 – To choose a Moderator to preside at said meeting.

(POLLS WILL OPEN AS SOON AS ARTICLE ONE HAS BEEN ACTED UPON AND WILL CLOSE AT 5:00 P.M.)

Art. 2 – To choose by secret ballot one Selectman, who shall be an Assessor and Overseer of the Poor, for a three-year term; Town Clerk, Tax Collector and Treasurer, all for three-year terms; and one M.S.A.D. # 75 Director for a three-year term.

Art. 3 – To see if the Town will vote to fix October 15, 2004 as the date when taxes shall be due and payable, and to see if the Town will vote to charge a 6.5% rate of interest on unpaid taxes after that date.

Recommended by Selectmen

Art. 4 – To see if the Town will vote to authorize the Tax Collector to accept prepayment of taxes not yet committed, as a service to our taxpayers. Any excess prepaid in over the amount finally committed shall be repaid without interest. (36 M.R.S.A. § 506). (Excess payment of \$10.00 or less may be credited to 2005 taxes).

Recommended by Selectmen

Art. 5 – To see if the Town will vote to set the interest rate to be paid by the Town on abated taxes at 2.5% for the period of assessment and to authorize such interest paid or abatements granted to be appropriated from overlay funds or, if necessary, from undesignated fund balance.

Recommended by Selectmen

Art. 6 – To see if the Town will vote to authorize and direct the Board of Selectmen, at their discretion, to sell by sealed bid or public auction and to convey by quit-claim deed any real estate acquired from tax sources by the Town, or to convey the property to the prior owner upon payment in full of all taxes, interest and charges incurred by the Town. The Board of Selectmen reserves the right to reject any and all bids.

Recommended by Selectmen

Art. 7 – To see if the Town will vote to authorize the Board of Selectmen to accept conditional and unconditional gifts of money and to appropriate such funds for any purpose for which the Town has appropriated funds or for any purpose consistent with the Town of Harpswell Comprehensive Plan.

Recommended by Selectmen

Art. 8 – To see if the Town will vote to authorize the Board of Selectmen to spend an amount not to exceed 3/12 of the budgeted amount in each budget category of the 2004 annual budget from January 1, 2005 to the 2005 Annual Town Meeting.

Recommended by Selectmen

Art. 9 – To see if the Town will vote to raise and appropriate the sum of \$392,220 for Debt Service.

Recommended by Selectmen

Recommended by Budget Advisory Committee

Art. 10 – To see if the Town will vote to authorize the Board of Selectmen to sell by public bid or other competitive process any and all personal property deemed excess by the Board of Selectmen pursuant to such restrictions as the Board of Selectmen may impose.

Recommended by Selectmen

GENERAL GOVERNMENT & OPERATIONS

Art. 11 – To see if the Town will vote to raise and appropriate the sum of \$107,746 for the following elected officials’ salaries, for which Tax Collector and Town Clerk are full-time positions, and travel allowances; and when the Selectmen fill a vacancy in any elected position, they are authorized to establish the annual payment, at their discretion, but in no case in an amount less than three-quarters of the amount in this Article. These are annual salary figures, which shall be prorated and effective from the time of election through December 31 of that year. (Previous year \$97,420)

	2004 Proposed Salary	& Expense/Travel	Previous Year
Selectman, Chair	\$8,000	\$1,000	No change
Selectman	7,500	1,000	No change
Selectman	7,500	1,000	No change
Tax Collector	35,304	1,000	\$33,946 salary; same travel
Town Clerk	31,442	1,000	\$30,233 salary, same travel
Treasurer	6,000	500	No change
Road Commissioner	<u>6,000</u>	<u>500</u>	
	\$101,746	\$6,000	

Recommended by Selectmen Weil and Theberge

Abstention by Selectman Knight

Recommended by Budget Advisory Committee

Art. 12 – To see if the Town will vote to raise and appropriate the sum of \$360,874 for General Administration. (2004 includes \$11,700 for computers which were budgeted in a capital account in 2003)

	2004 Proposed	Previous Year
Administration	\$255,466	\$231,863
Assessing	<u>105,408</u>	<u>88,957</u>
	\$360,874	\$320,820

Recommended by Selectmen

\$355,874 Recommended by Budget Advisory Committee

Art. 13 – To see if the Town will vote to raise and appropriate the sum of \$35,327 for the Tax Collector’s Office. (Previous Year \$35,322)

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 14 – To see if the Town will vote to raise and appropriate the sum of \$45,640 for the Town Clerk’s Office. (Previous Year \$43,155) (2004 includes \$3,000 for historic book preservation which was budgeted in a capital account in 2003)

*Recommended by Selectmen Theberge and Weil
Abstention by Selectman Knight
Recommended by Budget Advisory Committee*

Art. 15 – To see if the Town will vote to raise and appropriate the sum of \$99,250 for Codes Enforcement. (Previous Year \$94,158)

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 16 – To see if the Town will vote to raise and appropriate the sum of \$71,848 for the Planning Office including the operation of GIS (Geographic Information Systems). (Previous Year \$73,745 for the Planning Office and \$7,500 for GIS))

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 17– To see if the Town will vote to appropriate the sum of \$5,644 from unexpended Water and Septic funds and the sum of \$6,696 from unexpended Community Development funds for assistance with the Comprehensive Plan and Planning Office related projects.

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 18 – To see if the Town will vote to raise and appropriate the sum of \$2,660 for the Treasurer’s Office. (Previous Year \$2,660)

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 19 – To see if the Town will vote to raise and appropriate the sum of \$212,216 for employee benefits.

	2004 Proposed	Previous Year
Maine State Retirement	\$4,600	\$4,200
Health Insurance	125,900	118,250
Social Security/Medicare	62,436	55,615
Deferred Compensation	10,000	8,100
IAM Pension Fund	7,280	6,428
Short-term Disability	<u>2,000</u>	<u>1,800</u>
	\$212,216	\$194,393

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 20 – To see if the Town will vote to raise and appropriate the sum of \$53,578 for Risk Management (Insurance and Workers’ Compensation). (Previous Year \$67,567 of which \$14,612 was for fire department property and liability insurance, now moved to the Emergency Services article in 2004)

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 21 – To see if the Town will vote to raise and appropriate the sum of \$55,000 for legal expenses. (Previous Year \$65,000)

*Recommended by Selectmen
\$50,000 Recommended by Budget Advisory Committee*

Art. 22 – To see if the Town will vote to raise and appropriate the sum of \$12,790 for memberships.

	2004 Proposed	Previous Year
Maine Municipal Association	6,940	\$6,610
Greater Portland Council of Governments	5,250	5,250
Chamber of Commerce	<u>600</u>	<u>600</u>
	\$12,790	\$12,460

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 23 – To see if the Town will vote to raise and appropriate the sum of \$9,000 for public information. (Previous Year \$9,000)

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 24– To see if the Town will vote to raise and appropriate the sum of \$4,000 for Town Boards/Committees’ expenses. (Previous Year \$4,800)

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 25 – To see if the Town will vote to raise and appropriate the sum of \$65,100 for operations and maintenance of Town-owned buildings, properties, vehicles, and clean-up of Town properties.

	2004 Proposed	Previous Year
Town Bldgs, Prop, & Veh.	\$59,750	\$43,665
Old Town House	2,000	2,000
Town Clean-up	1,200	1,500
Town Dock	2,150	2,500
Preservation of Town Records	<u>0</u>	<u>3,000</u>
	\$65,100	\$52,665

*Recommended by Selectmen
\$63,200 Recommended by Budget Advisory Committee*

PUBLIC WORKS

Art. 26 – To see if the Town will vote to raise and appropriate the sum of \$486,000 for Public Works.

	2004 Proposed	Previous Year
Snow Removal	\$368,500	\$294,826
Road Maintenance	100,000	116,250
Road Commissioner Services	15,500 <i>(not to exceed)</i>	18,034
Road Commissioner Travel	0	3,000
Road/Street Signs	<u>2,000</u>	<u>3,000</u>
	\$486,000	\$435,110

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 27 – To see if the Town will vote to raise and appropriate the sum of \$405,600 for Harpswell Recycling Center and Transfer Station operations and personnel. (Previous Year \$301,294)

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

PROTECTION AND SAFETY

Art. 28 – To see if the Town will vote to raise and appropriate the sum of \$214,600 for Emergency Services.

	2004 Proposed	Previous Year
Oper./Ins./Train	\$132,000 <i>(Split evenly among 3 depts)</i>	\$132,612* <i>(See Note of Explanation)</i>
Capital	65,000 <i>(\$20K CH & HN, \$25K OBI)</i>	65,000 <i>(\$20K CH & OBI, \$25K HN)</i>
ALS	10,000	10,000
EMS Coordination	1,200	1,000
Central Com. Maint.	1,000	1,000
Fire Warden	2,700	3,000
Emergency Manag't	2,000	2,900
911 Phone Access	<u>700</u>	<u>700</u>
	\$214,600	\$216,212

*Recommended by Selectmen
\$205,600 Recommended by Budget Advisory Committee*

**Note of Explanation: For comparison purposes, the previous year figure represents \$100,000 for operations (split evenly between the three departments); \$18,000 for training(\$5,000 each for Cundy's Harbor and Orr's-Bailey Island, and \$8,000 for Harpswell Neck); and \$14,612 for insurance purposes for the three departments— funding for insurance was appropriated in a separate article in 2003.*

Art. 29 – To see if the Town will vote to raise and appropriate the sum of \$6,000 for the dry hydrant reserve account. (Previous Year \$12,000)

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 30 – To see if the Town will vote to raise and appropriate the sum of \$255,100 for Law Enforcement and Communications Services contracted with Cumberland County Sheriff’s Department. (Previous Year \$240,300 for Law Enforcement and \$10,478 for Communications Services) (2004 includes \$244,622 for Law Enforcement and \$10,478 for Communications which was formerly a separate article)

Recommended by Selectmen
\$237,664 Recommended by Budget Advisory Committee

Art. 31 – To see if the Town will vote to raise and appropriate the sum of \$117,275 for Shellfish Conservation enforcement and boat operations.

	2004 Proposed	Previous Year
Cumberland County Marine Patrol Contract	\$116,275	\$106,718
Boat Operations	<u>1,000</u>	<u>1,000</u>
	\$117,275	\$107,718

Recommended by Selectmen
Recommended by Budget Advisory Committee

Art. 32 – To see if the Town will vote to raise and appropriate the sum of \$10,600 for water quality testing, shoreline surveys, clam flat surveys, and the New Meadows River Watershed Project.

	2004 Proposed	Previous Year
Water Quality Testing & Shoreline Surveys	\$5,600	\$6,000
Clam Flat Surveys	4,000	4,000
New Meadows River Watershed Project	<u>1,000</u>	<u>1,000</u>
	\$10,600	\$11,000

Recommended by Selectmen
Recommended by Budget Advisory Committee

Art. 33 – To see if the Town will vote to raise and appropriate the sum of \$27,550 for Street Lighting. (Previous Year \$31,500)

Recommended by Selectmen
Recommended by Budget Advisory Committee

Art. 34 – To see if the Town will vote to raise and appropriate the sum of \$17,950 for Harbor Management. (Previous Year \$17,950)

Recommended by Selectmen
Recommended by Budget Advisory Committee

Art. 35 – To see if the Town will vote to raise and appropriate the sum of \$25,835 for Animal Control.

	2004 Proposed	Previous Year
Animal Control	\$19,810	\$20,310
Coastal Humane Society	<u>6,025</u>	<u>6,942</u>
	\$25,835	\$27,252

Recommended by Selectmen
Recommended by Budget Advisory Committee

HEALTH AND WELFARE

Art. 36 – To see if the Town will vote to raise and appropriate the sum of \$10,600 for Health and Welfare.

	2004 Proposed	Previous Year
General Assistance	\$ 9,000	\$10,500
Health Officer	1,600	1,600
Flu Clinic	<u>0</u>	<u>500</u>
	\$10,600	\$12,600

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 37 – To see if the Town will vote to raise and appropriate the sum of \$14,750 for Health and Welfare Agencies.

	2004 Proposed	Previous Year
CHAN	\$1,500	\$1,200
Jessie Albert Dental Clinic	1,000	500
Independence Association	1,500	1,500
CED	500	730
Coastal Transportation	1,000	1,000
55 Plus	1,500	5,000
Senior Spectrum	1,000	750
Hospice	1,500	1,500
Family Crisis Shelter	500	500
Sexual Assault Response	250	240
Tedford Shelter	1,000	900
Big Brothers/Big Sisters	500	500
Respite	1,000	600
Hunger Prevention	<u>2,000</u>	<u>2,000</u>
	\$14,750	\$16,920

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

CULTURAL AND RECREATIONAL

Art. 38 – To see if the Town will vote to raise and appropriate the sum of \$85,260 for services from the Curtis Memorial Library in Brunswick, such services to be provided at a level no less than the level of services furnished in 2003 and provided that Curtis Library conduct a study, at no additional cost to the Town of Harpswell, of Harpswell users and usage relative to total users and usage and supply the results of such study to the Town no later than December 31, 2004. (Previous year \$81,200)

*Recommended by Selectmen Knight and Weil
Not Recommended by Selectman Theberge
\$81,200 Recommended by Budget Advisory Committee*

Art. 39 – To see if the Town will vote to raise and appropriate the sum of \$23,500 for Cultural and Educational Programs.

	2004 Proposed	Previous Year
Orr’s Island Library	10,000	10,000
Cundy’s Harbor Library	9,500	6,200
Harpwell Historical Society	2,000	2,000
Pejepscot Historical Society	500	500
Memorial Observances	<u>1,500</u>	<u>1,200</u>
	\$23,500	\$19,900

Recommended by Selectmen

\$20,200 Recommended by Budget Advisory Committee

Art. 40 – To see if the Town will vote to raise and appropriate the sum of \$35,000 for Harpswell Community Broadcasting Company. (Previous Year \$35,000 was from franchise fee revenues rather than from property taxation)

Recommended by Selectmen

Recommended by Budget Advisory Committee

Art. 41 – To see if the Town will vote to raise and appropriate the sum of \$21,130 for Recreation, including Recreation Director compensation and departmental expenses. (Previous Year \$19,695)

Recommended by Selectmen

Recommended by Budget Advisory Committee

Art. 42 – To see if the Town will vote to raise and appropriate \$6,305 for recreation programs and authorize the Board of Selectmen to appropriate revenue generated by recreation programs for recreational purposes and revenue generated by advertising and concession sales for operating expenses and capital improvement of Trufant-Summerton Field.

	2004 Proposed	Previous Year
Baseball	1,000	2,200
Basketball	1,000	1,320
Harrier	775	470
Skiing	1,030	1,100
Soccer	150	250
Summer Arts	600	600
Family Swim	150	150
Summer Swim	1,000	1,100
Contours	50	0
New Programs	<u>550</u>	<u>550</u>
	\$6,305	7,740

Recommended by Selectmen

Recommended by Budget Advisory Committee

Art. 43 – To see if the Town will vote to raise and appropriate \$5,000 for equipment at the West Harpswell School Playground.

Recommended by Selectmen

Not Recommended by Budget Advisory Committee

CAPITAL PLANS

Art. 44 – To see if the Town will vote to raise and appropriate the sum of \$11,100 to fund capital reserve accounts.

Harpwell Community Broadcasting (<i>Digital conversion</i>)	\$ 5,000
Communications Repeater Replacement	1,100
Vehicle Replacement	<u>5,000</u>
	\$11,100

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

BORROWING

Art. 45 – To see if the Town will vote to authorize the issuance of general obligation bonds or notes in an amount not exceeding \$100,000, hereby authorized, with the dates, maturities, denominations, interest rates and other details of such bonds or notes to be determined by the Board of Selectmen for the commencement of the restoration of the Old Town House at Harpswell Center.

*Recommended by Selectmen
Not Recommended by Budget Advisory Committee*

Total estimated debt service of this bond issue is \$110,741, of which principal is \$100,000 and estimated interest cost at 3.5% over 5 years is \$10,741.

FINANCIAL STATEMENT – TOWN OF HARPSWELL

The issuance of bonds by the Town of Harpswell (the “Town”) is one of the ways in which the Town borrows money for certain purposes. The following is a summary of the bonded indebtedness of the Town of Harpswell as of the date of this Town Meeting:

*	Bonds Now Outstanding and Unpaid	\$2,025,000
*	Interest to be Repaid on Outstanding Bonds	\$ 354,400
*	Total to be Repaid on Bonds Issued	\$2,379,400
*	Additional Bonds Authorized But Not Yet Issued	\$ 0
*	Total Additional Bonds (now proposed) to be Issued if Approved by Voters	\$ 450,000
*	Estimated Potential New Interest	\$ 48,333
*	Total Additional Bonds To Be Issued and Estimated Interest if Approved by Voters	\$ 498,333

When money is borrowed by issuing bonds, the Town must repay not only the principal amount of the bonds but also interest on the bonds. The amount of interest to be paid will vary depending upon the rate of interest and the years to maturity at the time of issue. The validity of the bonds and of the voters’ ratification of the bonds may not be affected by any errors in the estimates made of the costs involved, including varying interest rates, the estimated cost of interest on the bond amount to be issued, and the total cost of principal and interest to be paid at maturity.

John E. Sylvester, Jr.
Town Treasurer

Art. 46 – To see if the Town will vote to authorize the issuance of general obligation bonds or notes in an amount not exceeding \$50,000, hereby authorized, with the dates, maturities, denominations, interest rates and other details of such bonds or notes to be determined by the Board of Selectmen for establishing a revolving loan fund to be administered by the Town for the elimination of overboard discharge systems and the replacement of failed septic systems.

Recommended by Selectmen

Total estimated debt service of this bond issue is \$55,370, of which principal is \$50,000 and estimated interest cost at 3.5% over 5 years is \$5,370.

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John E. Sylvester, Jr.
Town Treasurer

Art. 47 – To see if the Town will vote to authorize the issuance of general obligation bonds or notes in an amount not exceeding \$300,000, hereby authorized, with the dates, maturities, denominations, interest rates and other details of such bonds or notes to be determined by the Board of Selectmen for a revaluation of the Town.

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Total estimated debt service of this bond issue is \$332,222, of which principal is \$300,000 and estimated interest cost at 3.5% over 5 years is \$32,222.

FINANCIAL STATEMENT – TOWN OF HARPSWELL

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When money is borrowed by issuing bonds, the Town must repay not only the principal amount of the bonds but also interest on the bonds. The amount of interest to be paid will vary depending upon the rate of interest and the years to maturity at the time of issue. The validity of the bonds and of the voters’ ratification of the bonds may not be affected by any errors in the estimates made of the costs involved, including varying interest rates, the estimated cost of interest on the bond amount to be issued, and the total cost of principal and interest to be paid at maturity.

John E. Sylvester, Jr.
Town Treasurer

CONTINGENCY

Art. 48 – To see if the Town will vote to raise and appropriate the sum of \$70,000 for contingency reserve.

*Recommended by Selectmen
\$60,000 Recommended by Budget Advisory Committee*

OTHER ITEMS

Art. 49 – To see if the Town will vote to authorize the Board of Selectmen to appropriate an amount not to exceed \$100,000 from undesignated fund balance, an amount not to exceed \$200,000 from Municipal Revenue Sharing, and \$1,376,000 of 2004 non-property tax revenue to reduce the tax commitment.

Recommended by Selectmen

Art. 50 – To see if the Town will vote to name the bridge between Great Island and Dingley Island “Elsa’s Bridge” in honor of Elsa Martz.

Recommended by Selectmen

The Selectmen hereby give notice that the Registrar of Voters will be available at the Town Office during regular business hours for the entire week preceding said meeting to receive applications of persons claiming the right to vote at said meeting and to make corrections to the list of voters. Registrations will be accepted at the meeting.

Given under our hand this twenty-sixth of February, A.D., 2004.

James W. Knight

Lee E. Theberge

Gordon L. Weil
Harpwell Board of Selectmen